



**Special Committee on Lifelong Learning
Agenda Packet**

*Governor
Arnold Schwarzenegger*

*Chair
Lawrence Gottlieb*

**Tuesday
March 27, 2007
1:00 p.m.—3:00 p.m.**

*Sacramento Employment and Training Agency
Sequoia Room
925 Del Paso Boulevard
Sacramento, CA*



Special Committee on Lifelong Learning

MEETING NOTICE

**Sacramento Employment and Training Agency
925 Del Paso Blvd.
Sacramento, CA**



Lawrence Gotlieb
Chairman

Christine Essel
Vice Chair

Arnold Schwarzenegger
Governor

**Tuesday March 27, 2007
1:00 p.m. – 3:00 p.m.**

AGENDA

1. Welcome and Opening Remarks

- **Mark Drummond, Chair**

2. Action Item:

- **Approval of October 24, 2006 Meeting Summary**

3. Updates:

- **Career Advancement Academies**
- **Pre-Vocational SFP**
- **At-Risk Youth SFP**
- **State Youth Vision Team**

4. SB 293 Strategic Planning Discussion:

- **Introduction**
- **State Board and Partner Coordination Team (PCT) involvement**
- **Special Committee Roles**
- **Framing Questions for Committees**
 - **Where are we now?**
 - **Where do we want to be?**

(This discussion will utilize the 02/22/07 State board meeting flip chart notes, the Strategic Plan timeline as approved at the State board meeting, and the meeting notes of the PCT meeting on 03/06/07.)

5. Public Comment

6. Next Steps

7. Other Business that May Come Before the Committee

Meeting conclusion time is an estimate; meeting may end earlier subject to completion of agenda items and/or approved motion to adjourn.

In order for the Special Committee to provide an opportunity for interested parties to speak at the public hearings, public comment may be limited. Written comments provided to the Special Committee must be made available to the public, in compliance with the Bagley-Keene Open Meeting Act, §11125.1, with copies available in sufficient supply.

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the California Workforce Investment Board staff at (916) 324-3425 at least ten days prior to the meeting. TTY line: (916) 324-6523. Please visit the California Workforce Investment Board website at <http://www.calwia.org> or contact John Bohart for additional information.

Welcome and Opening Remarks

- **Mark Drummond , Chair**

Action: Approval of October 24, 2006 Meeting Summary

**Special Committee on Lifelong Learning
October 24, 2006**

Meeting Summary

ATTENDEES

Committee Members:

Cathleen Cox (designee for Alan Bersin)
Emma Gonzalez
Jim Lewis (designee for Bob Balgenorth)
Jose Millan
Gayle Pacheco
Monica Poindexter
David Rattray
Rona Sherriiff
Philip Starr
Joseph Werner
Frank Quintero III

State Board Staff:

John Bohart, Co-Lead
Tammie Holloway
Moreen Lane
Brian McMahon
Daniel Patterson
Javier Romero, Co-Lead
Kelley Solari

WELCOME AND OPENING REMARKS

Jose Millan called the meeting of the Special Committee on Lifelong Learning (Committee) to order and asked those present to introduce themselves. He introduced Javier Romero, the new Co-Lead to the Committee.

Mr. Rattray, Vice Chair, reviewed the agenda and discussed the purpose of the Committee.

Mr. Millan stated that the Career Advancement Academy (CAA) Request for Applications (RFA) was released in August 2006. He thanked the Committee staff for the work they completed on the "Principles for Workforce-Education Collaboration". He stated that the principles were incorporated into the current RFA and will be used in future proposals.

Mr. Millan announced that SB 293 had been signed and will incorporate the federal provisions of the Workforce Investment Act (WIA) into state law. SB 293 mandates the California Workforce Investment Board (State Board) oversee the development of a state plan. The Committee, along with the other State Board Special Committees, will be involved in developing the state plan. Mr. McMahon stated SB 293 will be a vehicle for strategic planning. This strategic planning process will involve a number of partner agencies and the Special Committees and will be used as the platform for policy issues.

New planning guidance from U.S. Department of Labor (DOL) for the new two year state plan will be available soon and have policy implications. Modifications to the existing state plan are expected to be completed by May 2007. The new state strategic plan will

be developed during summer of 2007 and will most likely go before the Board by fall of 2007.

Mr. Rattray expressed his pleasure in seeing the release of the RFA on the Career Advancement Academies. There will be opportunities for Local Boards and partners to be involved in the reading of the RFA.

ACTION - APPROVAL OF JUNE 26, 2006 MEETING SUMMARY

Moved/Seconded by Gayle Pacheco and Cathleen Cox respectively and approved without dissent.

DISCUSSION ITEM – COLLABORATION POLICY FRAMEWORK

Mr. Millan introduced the collaborative policy framework, which was developed at the request of the Committee. The framework can be utilized in various ways to provide guidance to local partners on creating local collaborations and leveraging resources. This item was adopted by the Targeting Resources Special Committee; however, that body is interested in the input of this Committee.

Mr. Patterson, Targeting Resources Special Committee Lead, provided an overview of the framework. Extensive literature review was conducted in the development of the framework. The framework compliments the principles which were developed by the Committee. The Committee discussed the need to challenge the existing structure and share resources. It was noted that collaboration and partnerships currently exist.

The question was raised as to how this framework will change the existing structure. Mr. Bohart stated we are starting to better model “collaboration” via the Career Advancement Academies (CAA) and 15% solicitations for proposals (SFPs). It was noted the “Collaboration Policy Framework” and the “Principles for Workforce-Education Collaboration” compliment each other. The principles are what we stand for and the framework is the concrete in which we incorporate the principles. Suggestion was made to combine the two items related to collaboration.

It was noted that the following groups were not listed in the framework: the disabled, the departments of corrections, veteran affairs, health and social services, and rehabilitation. A suggestion was made to keep partnership list broad and inclusive. It was suggested the framework is flexible and will be used in a variety of ways to reach various populations based on the goals of the collaborative partners. Mr. McMahon encouraged Committee members to share their feedback via e-mail to Javier Romero. Mr. Rattray requested that the revised framework be brought back to the Committee for further comment.

DISCUSSION ITEM – STATE YOUTH VISION TEAM

The Committee approved the reconvening of the State Youth Vision Team (Team) at the June 2006 meeting. Staff was asked to provide further clarification regarding the role of the Committee in relationship to the Team. Mrs. Solari provided background information on the Team, (Item 4, pages 1-4). Mr. Bohart explained the role the Committee could play in relationship to the Team. The Team will:

- Work under the auspices of the Committee as a vehicle for the State Board to explore issues and strategies for serving WIA youth and those youth most in need through the State's workforce system.
- Develop and recommend public workforce policy through the Committee and the State Board for serving WIA youth and those youth most in need.
- Provide updates of their ongoing efforts.
- Be an ad hoc workgroup of the Committee. The Committee will be responsible for reporting items related to the Team to the State Board. Committee members can recommend members and participate on an informal basis.
- Contribute to the SB 293 Strategic Planning process.

Mr. Werner, Ms. Poindexter and Mr. Rattray volunteered to participate in this endeavor. Suggestion was made to invite individuals from the field and state level.

Mr. Bohart shared that a conference call was held with Ingrid Nyberg and Don Enochson from DOL Regent 6. They are supportive of the efforts. Mr. Enochson supports the idea and stated that there is a need to connect to the clients. A suggestion was made to look at previously funded projects and review current best practices. It was also stated that collaborating with local partners is important to leverage resources.

Next steps: Identify potential Team members and get this information out to Committee members for review and suggestions.

ACTION ITEM– HIGH CONCENTRATIONS OF ELIGIBLE YOUTH (AT-RISK YOUTH FUNDING)

Mr. Rattray introduced the High Concentration of Eligible Youth action item. This item will provide funding opportunities to Local Workforce Investment Areas (LWIAs) with high concentrations of eligible youth. The Committee was asked to provide input regarding eligibility criteria, selection and scoring process. This item will go before the State Board in November. Ms. Mack provided an overview of the item (Item 5, page 1-3). Mr. Romero reviewed questions designed to elicit feedback from the Committee. Ms. Pacheco moved to approve the item before the Committee, 2nd was made by Ms. Sherriff and the floor was open for discussion.

Discussion included:

- Whether or not the scope should be limited to one specific problem. It was noted that this could be problematic for local areas which may have different issues that need to be addressed.
- What has been learned from previously funded projects? There is a need to build accountability. Identify lessons learned and how solutions can be integrated for systemic change. Suggested sharing this information with potential bidders so that they could build on what has already worked.
- Matching funds, most thought 30% was reasonable, however there may be a need to define "in-kind" spending. This should be a budgeted item. Could provide bonus points to those that exceed the requested matched funds.
- Concern over this funding opportunity not building on the existing 26 projects that are currently funded. It was noted that those jurisdictions could participate.

- Requests that the SFP focus on the three areas where the four year investment has been focused: foster, adjudicated youth and youth with disabilities.
- Suggestions that the UC Davis research be used to inform staff on this subject. It was noted that information from this report will be an integral part of the new strategic planning process.
- The importance of connecting to business and industry.
- Covering the geographic area, north, south, and central.

Mr. Bohart stated that the Committee was making recommendations and the Admin Committee would make a final decision.

Mr. Rattray requested that the suggestions/concerned be noted and considered by staff as they move forward. He also made an informal request to the staff to forward the minutes from this meeting to the Admin Committee. A vote was taken on the original motion, to approve the item as presented. The motion passed. Mr. McMahon stated that the Committee would be kept informed as this item moved forward through the process.

INFORMATION ITEM – APPRENTICESHIP REGIONAL FORUM

The State Board and Chancellor's Office has an interagency agreement for 2006 – 07 to conduct regional forums for apprenticeship training programs. Apprenticeship training programs provide an opportunity for educational and workforce development systems to partner to provide necessary workforce in trades.

The Chancellor's Office will designate \$1.8 million of SB 70 funds for Pre-Apprenticeship programs. The primary objective will be to help youth most in need, address barriers to apprenticeship training programs, such as academic remediation, lack of GED/High School Diploma, etc. Five apprenticeship forums will be held next spring.

PUBLIC COMMENT

None

OTHER BUSINESS THAT MAY COME BEFORE THE COMMITTEE

None

CLOSING REMARKS

The next meeting will be scheduled in early 2007. Mr. Rattray closed the meeting.

Updates:

- Career Advancement Academies
- Pre-Vocational SFP
- At-Risk Youth SFP
- State Youth Vision Team

Discussion: Senate Bill 293 Strategic Planning

- Introduction
- State Board and Partner Coordination Team (PCT) involvement
- Special Committee Roles
- Framing Questions for the Committees

SB 293 Strategic Planning Discussion

Background

A major requirement for the California Workforce Investment Board (State Board) in SB 293 is that it collaborate with State and local partners to develop a strategic workforce plan that will serve as a framework for workforce policy development, fiscal investment, and program operation. This State strategic workforce plan should also serve as a framework for the Workforce Investment Act (WIA) plan that is required by the U.S. Department of Labor in order for states to receive their annual WIA allotments.

On February 22, 2007 the State Board met to begin discussing the SB 293 strategic planning process. The facilitated discussion focused primarily around the Question: *What are the three driving workforce issues facing California today and in next several years?* The comments of the State Board members are summarized on the SB 293 Breakout Session notes from the February 22 meeting (Attachment 1). The general timeline that was approved by the State Board is provided (Attachment 2). Additionally, staff attempted to group the issues identified by the State Board according to each Special Committee's purview (Attachment 3).

Furthermore, the State Board identified the following action planning questions as a framework for the Special Committees to begin their strategic planning process:

1. *Where are we now?*
2. *Where do we want to be?*
3. *How will we get there?*
4. *Who will do what?*
5. *How will we measure?*

To coordinate State Board activities and better ensure that the State Board meet its SB 293 mandate, the Partner Coordination Team (Team) was formed. The Team consists of State Board and EDD staff and executive-level State and local partners, and has offered the following "premise" to initiate the action planning process at committee level:

- Demand driven system
- California – statewide system and policy
- Competitiveness
- Creating pathways for people to fill jobs

The Special Committee's Role

The Special Committee on Lifelong Learning will begin by addressing the first two strategic action planning questions.

- *Where are we now?*
- *Where do we want to be?*

The committee, in examining these two framing questions and the issues identified by the State Board, should consider its original charge, which was approved as the following:

This Special Committee on Lifelong Learning (committee) will focus on the workforce policy priority “Collaborating to improve California’s educational system at all levels.” The key workforce policy themes are related (with an emphasis on collaboration and lifelong learning) to the pivotal role that California’s educational system, at all levels, performs in providing current and future workers with lifelong-learning opportunities that are aligned with the needs of the new and changing economy. Included are serving youth most in need, workplace literacy services, apprenticeship programs, career development services, and career technical and vocational education.

Next Steps

On April 19, 2007, the State Board will review the following from each of its four Special Committees:

- Review the premise under which the special committees are operating, which may result in entail modifications.
- Review and prioritize the “Where do we want to be” issues provided by the special committees in a facilitated discussion.

Board Meeting SB 293 Breakout Session

During the breakout session facilitator Larry Goode, posed the question to the Board: What do you see as the issues driving workforce today in California?

Members worked in group of threes and discussed the question. The following are the members' responses to that specific question.

Board

- Ongoing Board involvement
- What is the Board's role with CTE and K-12? K-12, Community Colleges and workforce to work together to create demand-driven education/training?
- Own the issue: What do you want to do for California?

Overarching Issues

- Growing underclass in California
- Achievement gap is a major issue. 50% of the young population is being left behind. We are losing \$2100 per capita if we stay the current path. We will run out of revenue to address the issue. We leave half our youth behind.
- Emerging Hispanic workforce
- Although jobs are available, housing and transportation issues impact California's competitive advantage
- Graying workforce vs. available trained workers
- Look at the root causes of workforce issues
 - Baseline information
 - Strategies
 - Education
 - Support services

Workforce System

- System needs to be responsive to workforce shortages
- Need to look at future workforce needs now. Be creative.
- Focus on fast, flexible training track for dislocated workers. Need quick turnaround time.
- Identify where the jobs are and the gaps in available workers.

Education

- Would like to see a fluid system between K-12 and community college. Framework that would have K-12, workforce, and higher education to operate toward a single goal.
- Improve link between education and workforce system. There is a disconnect between business and education.
- Foster innovation in education and skilled people.

CTE

- Review CTE framework and standards
- CTE people need to have more prominence in the educational system

- We have an elitist attitude in the United States, thinking that something is wrong if you do not graduate from college. Need to change the mentality towards CTE. Make CTE and those jobs valued.
- Introduce and mainstream CTE in high schools

K-12

- K-12 is not delivering the product. We have talked about this for 20 years. Business is forced to deal with what comes out of the system.
- Reading and math literacy
- Relevance of K-12 to the emerging economy
- Current K-12 is geared toward “a-g” as a measure of success. What is happening to the students that do not follow this path?
- High schools focus primarily on the number of students going to college
- High school outreach? How do you deal with family issues that impact education?
- Stress thinking not just learning the standards

Community Colleges

- Community colleges focus on how many students transfer to 4-year colleges
- Create a state program to support students
 - Child care
 - Housing
 - Diagnostic training
- Community college autonomy. Local colleges are meeting specific business needs.
- Need for quality and accountability for community colleges that attempt to meet business needs.

Funding

- Funding priorities
 - Industry sectors?
 - Where will the highest leverage for funds be?

Lifelong Learning/Training

- Need for career-long learning and continuous training
- 80% of current workers will still be on the job in 10 years and will need to raise their skill levels
- Flexible training for dislocated workers (fast track)

Resources

- Link Perkins and Community College plans to the SB 293 plan
- Review the SB 70 planning process
- Review regional economies project – use as a compass
- Look at case studies/best practices

Miscellaneous

- Focus on out-of-school-youth

Process

- Goal is actionable. Alignment around key issues.
- Get feedback from the field
- Engage in dialog to identify key issues
- Stakeholders – understand their needs
 - Regional perspective
 - Industry perspective
- Expertise
 - Have experts address specific issues – involve them in the planning
- What are the major predictors for success?
- Accountability
 - How is success measured in each system?
 - Keep outcome and measurement focused
- The Special Committees will be the vehicle for the issues identified by the Board
- Board website – use to engage and stimulate involvement at all levels

Questions

- Where are we now?
- Where do we want to be?
- How will we get to where we want to be from where we are now?
- How will you measure it?
- Who will do what?

SB293 Strategic Planning Timeline

| February – March | April-June | July-September | October-December |
|--|--|--|---|
| CWIB Meeting to Launch Process | CWIB Meeting focuses on a key aspect | CWIB Meeting focuses on a key aspect | CWIB engages in synthesis of the findings and ideas and defines key principles, strategic goals for California based on the input |
| CWIB Committees define questions on which they'll focus in building plan | CWIB Committees focus on specific questions | CWIB Committees focus on specific questions | CWIB committees support that synthesis within their areas of expertise |
| Engage state level constituencies | Conduct regional and issue forums | Conduct regional and issue forums | State level constituencies are engaged in creation of the goals and feedback about potential actions |
| Plan for regional and issue forums | Develop draft case statement based on analysis of research | Modify and strengthen case statement based on the input being received | Draft of plan is created; disseminated widely for comment and feedback |
| Begin organizing research | Launch Strategic Planning website; encourage interactive electronic dialogue | Continue electronic dialogue | Plan is edited and finalized by year end |
| Establish communication mechanisms for coordination and input | | | |

**Partner Coordination Team
March 6, 2007 Meeting**

Notes from Partner Coordination meeting – action for providing a framework to the committees for beginning the strategic planning process using:

1. Where are we now?
2. Where do we want to be?
3. How will we get there?
4. Who will do what?
5. How will we measure?

- 1) Use a “**premise**” to initiate the action planning process at the committee level – this premise will be modified at the committee level (should ask the committee what they want to add) and then would be reviewed along with the committee outcome at the Apr 19 meeting where the board will prioritize *Where we want to be* as a statewide workforce system for the next planning steps:
 - Demand driven system
 - California – statewide system and policy
 - Competitiveness
 - Creating pathways for people to fill jobs
- 2) Engage the committees around the first two strategic action planning questions.
 - Where are we now?
 - Where do we want to be?

Before the meetings; contact committee members to inform them that the meetings will focus on *Where Are We Now?* Ask: What will you need to know, review, or have, to answer this question from the standpoint of the committee (give examples of what they may need, to define where are we now, i.e., resources, who’s doing what now, data, projections, a list of who needs to be involved)

Sample: Business & Industry should have a briefing from the Economic Strategy Panel and their industry cluster research (since the WIB funds the Panel for this research).

- 3) Each committee should walk away with the following outcome based on their review of *Where are we now* and *Where do we want to be?* (This is envisioned to be a laundry list). These outcomes should be brought back to the board for:
 - Review of the **premise** of our work i.e. Creating and sustaining a productive workforce to keep California’s economic engines innovative, competitive, a global leader, and create pathways for Californian’s to find jobs and careers.
 - Review and prioritize the *Where do we want to be* issues so we can take the next step
 - Next Step – with the question in mind *Where do we want to be?* Begin to develop how we get there.
 - What are the opportunities, constraints, pathways
 - What is happening at regional level
 - Who is doing things now
 - Begin to develop specific action plans

**Partner Coordination Team
March 6, 2007 Meeting**

To assist in this process, we need:

- Master calendar of events
- Depository of other partner agencies strategic plans, mission, visions and goals
- Depository for data, research and best practices.

Public Comment

Next Steps

Other Business